

#### ABSTRACT OF THE DISCLOSURE

An image forming and binding system and method for producing a booklet of a document file, in which images of two pages of the document file are formed on each side of a full-size sheet (such as an A3 or B4 size sheet) conveyed in its longitudinal direction and an image of one page of the document file is formed on each side of a half-size sheet half the size of the full-size sheet (such as an A4 or B5 size sheet) conveyed in its lateral direction, and in which the full-size sheet conveyed in its longitudinal direction is folded in two at its center portion in the longitudinal direction thereof and the folded full-size sheet is stacked one upon another to be bound at its folded side edge portion and the half-size sheet conveyed in its lateral direction is conveyed without being folded to be stacked and bound while being mixed with the folded full-size sheet, so that blank pages in the booklet, which are caused when the number of total pages of the document file is not a multiple number of 4, are reduced.